



TRABUCO CANYON WATER DISTRICT EXECUTIVE COMMITTEE MEETING RECAP | APRIL 27, 2018

DIRECTORS PRESENT

Vice President Mike Safranski, Committee Chair
President Glenn Acosta, Committee Member

STAFF PRESENT

Michael Perea, Assistant General Manager

CONSULTANTS PRESENT

There were no consultants present

PUBLIC PRESENT

There were no members of the public present

CALL MEETING TO ORDER

Vice President Safranski called the April 27, 2018 Executive Committee Meeting to order at 7:00 AM.

VISITOR PARTICIPATION

No visitor participation was received.

ORAL COMMUNICATION

No oral communication was received.

COMMITTEE MEMBER COMMENTS

President Acosta had no comments.

Vice President Safranski had no comments.

REPORT FROM THE GENERAL MANAGER

Mr. Perea had no comments.

BOARD AGENDA MATTERS

ITEM 1: EXECUTIVE COMMITTEE MEETING RECAP

The February 5, 2018, Executive Committee Meeting Recap was presented to the Committee.

RECOMMENDED ACTION:

The Committee recommended that the February 5, 2018, Executive Committee Meeting Recap be received and filed by the Board (Consent Calendar).

DISCUSSION MATTERS

ITEM 2: DISCUSSION CONCERNING PENDING/FUTURE BOARD AGENDA TOPICS

Mr. Perea presented this matter for Committee review, and he presented a handout that provided a three-month meeting forecast for Committee review. Mr. Perea highlighted the following items:

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Engineering/Operational Committee Meeting Items:

Mr. Perea briefly reviewed the Fiscal Year 2017/2018 Capital Improvement Projects that are currently in progress, and he discussed the Fiscal Year 2017/2018 projects that will carry over to Fiscal Year 2018/2019.

Finance/Audit Committee Meeting Items:

Mr. Perea briefly discussed the proposed Fiscal Year 2018/2019 General Fund and Capital Improvement Program Budgets, and he mentioned that District staff is finalizing the budget items in preparation of the May 14, 2018, Special Board Meeting - Budget Workshop. Mr. Perea reported that he plans to discuss the preparation of an updated District Purchasing Policy with the Committee.

Regular Board Meeting Items:

Mr. Perea reviewed the planned agenda items for the next three months, and briefly discussed the following matters:

Independent Auditing Services:

Mr. Perea mentioned that he is working with the District Treasurer to recommend a new independent auditor for the District.

Discussion Concerning Recycled Water and Portola Zone Rate Study:

Mr. Perea mentioned that he is working with the District Treasurer to procure a proposal from Raftelis Financial Consultants to complete rate study to review the District's recycled water rate structure and possibly create a zone rate for a portion of the District's service area in Portola Hills.

RECOMMENDED ACTION

The Committee received the information. No action was taken.

ITEM 3: REPORTS OR COMMENTS FROM THE GENERAL MANAGER AND/OR STAFF

Mr. Perea had no other reports or comments.

RECOMMENDED ACTION

No action taken.

ADJOURNMENT

Vice President Safranski adjourned the April 27, 2018, Executive Committee Meeting at 7:25 AM.